



State of New Jersey
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
POST OFFICE BOX 340
TRENTON, NEW JERSEY 08625-0340

JON S. CORZINE
Governor
Commander-in-Chief

☆☆
GLENN K. RIETH
Major General
The Adjutant General

VETERANS AFFAIRS BULLETIN
No. 6-06

3 November 2006

APPEAL PROCESS – NJ VETERANS MEMORIAL HOMES

1. Reference: NJAC 5A:5, Paragraph 4.1 (b) Admission Review Policy.
2. When the Veteran Memorial Home (VMH) Admission Committee rejects an applicant, the committee will provide a written notice of denial and the reason for the denial within 14 days to the applicant and/or representative. A copy of this letter will be forwarded to the Director, Division of Veterans Healthcare Services (DVHS), Department of Military and Veterans Affairs (DMAVA).
3. The denial notice will indicate that the applicant or the representative has 30 days to appeal the decision to the Director, DVHS.
4. Upon receipt of the appeal from the applicant or the representative, the Director, DVHS, in concert with the DMAVA Quality Assurance Coordinator, will review the pertinent material. At that point, if necessary, additional information may be requested from the VMH Admission Committee and/or the applicant or representative.
5. After the review of the appeal material, the Director, DVHS will render a decision as to the disposition of the appeal. This decision will be considered the final agency action for the DMAVA. Prior to mailing the decision to the applicant or representative, a draft will be sent to the VMH Admission Committee for final discussion. The decision will then be mailed to the applicant or representative with a copy to the VMH Admission Committee.
6. During this appeal process, the applicant will remain on the application list for admission in accordance with the normal sequencing procedures.
7. Questions or inquiries concerning this bulletin should be addressed to BG Frank R. Carlini, Director, Division of Veterans Healthcare Services at 609-530-6766 or e-mail Frank.Carlini@njdmava.state.nj.us.

OFFICIAL:

GLENN K. RIETH
Major General, NJARNG
The Adjutant General

A handwritten signature in black ink, appearing to read "David S. Sneider", with a long horizontal flourish extending to the right.

DAVID S. SNEDEKER
Chief Information Officer
Acting Director, Information and
Administrative Services Division

DISTRIBUTION: A, F